



KHEAA

Kentucky Higher Education Assistance Authority

www.kheaa.com

1050 US Highway 127 S
Frankfort, KY 40601-4323

*Early Childhood Development
Scholarship Application*

Program Information

DESCRIPTION: The Early Childhood Development Scholarship is administered by the Kentucky Higher Education Assistance Authority and provides financial assistance, to the extent of available funds, in the form of nonrepayable tuition scholarships for Kentucky students who are (1) pursuing an AA, AAS, or BS degree in interdisciplinary early childhood education, early childhood special education, early childhood development, or a related degree that is approved by the Early Childhood Development Authority or (2) seeking the Kentucky Early Childhood Development Trainer's Certificate, Kentucky Early Childhood Development Director's Certificate, or Child Development Associate credential at participating accredited institutions.

ELIGIBILITY CRITERIA: An applicant must: (1) be a Kentucky resident and U.S. citizen, national, or permanent resident; (2) be enrolled in no more than nine (9) credit hours per academic term in the scholarship program curriculum at a participating Kentucky institution and pursuing one of the above credentials; (3) be employed at least 20 hours weekly in a participating early childhood facility or provide training in early childhood development for an organization approved to offer training by the Office of Inspector General of the Cabinet for Health Services; (4) not be eligible to receive state or federal training funds through Head Start, a public preschool program, or First Steps; (5) have no unpaid financial obligation to the Kentucky Higher Education Assistance Authority; (6) commit to providing required services as outlined below (see Service Commitment); and (7) submit the scholarship application by the deadline to the professional development counselor.

SERVICE COMMITMENT: As provided in program regulations, a scholarship applicant must commit that he or she will subsequently render service:

- For six months at the participating early childhood facility upon obtaining the Child Development Associate credential, paid for in part by a scholarship.
- For one year at the participating early childhood facility upon obtaining the early childhood development credential of an associate degree or certificate, paid for in part by a scholarship.
- For six months at the participating early childhood facility and one additional year at an early childhood facility located in Kentucky upon obtaining the early childhood development credential of a baccalaureate degree, paid for in part by a scholarship.

AWARD AMOUNT: The scholarship amount awarded to an eligible applicant shall be the lesser of: (1) the amount of tuition actually charged by the participating educational institution that the scholarship recipient will be attending or (2) the highest amount charged per credit hour for undergraduate tuition to attend a publicly operated Kentucky college or university, not to exceed \$1,400 per award year.

SELECTION PROCESS: The regulatory selection criteria provide that after awarding all eligible renewal applicants, initial scholarship offers shall be made to all eligible applicants on a first-come, first-served basis until appropriated funds are exhausted.

DISBURSEMENT PROCESS: Funds are either credited to the student's account or, if the student has paid the tuition, disbursed to the student at the beginning of each school term by the institution. Prior to sending scholarship funds to the institution, the Child Care Resource and Referral Agency must submit your application, with sections completed by you, your employer, and the agency, to the Early Childhood Development Authority.

Instructions

- 1 Read Program Information above.
- 2 Complete and sign Section A of page 3 of this application.
- 3 Ask your employer to complete Section B of page 4 of this application.
- 4 Submit this application to your regional Child Care Resource and Referral Agency to have Section C completed. The Professional Development Counselor will mail your application to the Early Childhood Development Authority. You must **complete the application, sign it, and deliver it** to the regional Child Care Resource and Referral Agency **no later than the following date** (see item #15 on the application form):

If you are requesting a scholarship
for a course or courses that begin in the . . .

Fall Semester or Quarter

Spring Semester or Quarter

Summer Semester or Quarter

You must submit this application to your regional Child
Care Resource and Referral Agency by . . .

July 15

November 15

April 15

Important Note: If the regional Child Care Resource and Referral Agency does not receive your completed and signed application by the applicable deadline listed above, you may not receive a scholarship or other reimbursements for that academic term.

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Section A—To be Completed by Applicant

Please read page 2 and then answer the following.

- Mr.
 Mrs.
 Ms.
1. Name _____ 2. Social Security Number _____
Last First MI.
3. Permanent Address _____
Street City State Zip Code
4. Phone (_____) _____ 5. Birth Date _____/_____/_____
Area Code Month Day Year 6. County of Residence _____
7. RACE: (OPTIONAL: For statistical purposes only.)
 Asian American Caucasian American Indian
 Black/African American Hispanic Other _____
Specify
8. Are you a U.S. citizen and Kentucky resident? Yes No
9. Which of the following are you pursuing:
 Child Development Associate Credential (at a participating postsecondary institution)
 Early Childhood AA Degree Early Childhood AAS Degree
 Early Childhood BS Degree
 Kentucky Early Childhood Development Trainer's Certificate
 Kentucky Early Childhood Development Director's Certificate
 Other _____
Specify
10. Are you currently employed at least half-time (20 hours weekly) in a child-care setting? Yes No
11. Are you currently providing training to child-care providers? Yes No
12. Are you eligible to receive state or federal training funds through Head Start, a public preschool program, or First Steps?
 Yes No
13. Are you eligible for other state traineeship funds for scholarships through your employer? Yes No

If you answer "yes" to either 12 or 13, contact the Professional Development Counselor in the regional Child Care Resource and Referral Agency in your area before completing the remainder of the application.

14. Which Kentucky higher education institution will you attend? _____
15. For which school term is the scholarship requested? (check only one): Fall Semester or Quarter
 Spring Semester or Quarter
 Summer Semester or Quarter
16. How many credit hours (or equivalent) will you take during the academic term indicated in question 15?
 3 6 9 Other _____
Specify
17. During the academic year for which you are applying for the scholarship, what will be your grade level classification?
 Freshman Junior Post-baccalaureate
 Sophomore Senior Other _____
Specify

Complete the certification box.

Certification: I affirm that the information reported above is accurate and true to the best of my knowledge. I intend to obtain the credential specified above and render early childhood development services in Kentucky. In accordance with 11 KAR 16:010, I agree to provide the required service commitment after completion of any certificate, credential, or degree program. I also certify that I have no unpaid financial obligation to the Kentucky Higher Education Assistance Authority or to any Federal Title IV financial aid program.

Applicant's Signature

Date

Ask your employer to complete Section B on the reverse side of this application (page 4). After Section B is completed, it is your responsibility to take this application to your regional Child Care Resource and Referral Agency by the deadline specified on page 2 for completion of Section C.

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Section B—To be Completed by Employer

Complete the certification box and return to the applicant.

Certification: I affirm that the information reported on the reverse side is complete, accurate, and true to the best of my knowledge. I further certify that the applicant is employed in the following early childhood development setting, which operates in accordance with the terms and agreements specified by the Early Childhood Development Authority. Within fifteen (15) days following receipt of proof of purchase by the student, I agree to pay each recipient a book allowance in the amount of the actual cost of the book(s) up to \$50 a semester or summer term. I further agree to pay 10% of the Milestone Achievement Award¹ provided to the student within fifteen (15) days following receipt of proof of completion of the credential, certificate, or degree.

Authorized Official's Name² (Typed or Printed)

Early Childhood Program Name

Title

Street

Phone Number (including area code)

City

State

Zip Code

Signature

Date

¹ The 10% of the Milestone Achievement Award will be \$10 for the Child Development Associate Credential; \$30 for an Associate of Arts Degree, Associate of Applied Science Degree, Director's Certificate, and Trainer's Certificate; and \$50 for a Bachelor's Degree.

² This is the person authorized to disburse funds.

The applicant must submit this application with Sections A and B completed by the deadline specified on page 2 to the regional Child Care Resource and Referral Agency.

Section C—To be Completed by Regional Professional Development Counselor

Complete the certification box and forward to the Early Childhood Development Authority.

Certification: I affirm that the information reported in Sections A and B is complete, accurate, and true to the best of my knowledge. Based on this information, I further certify that the applicant meets the eligibility criteria for an Early Childhood Development Scholarship and recommend that the applicant receive an Early Childhood Development Scholarship in the amount stated below for the term designated on page 3.

Name of Institution

\$ _____ .00
Amount Recommended to Disburse

Professional Development Counselor

Child Care Resource and Referral Agency

Phone Number (including area code)

Street

Signature

Date

City

State

Zip Code